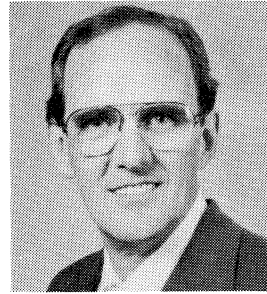


LEGISLATIVE OFFICERS AND AGENCIES



Willis H. Snow
Secretary of the Senate



Raymond G. Brennan
Assistant Secretary of the Senate

Secretary of the Senate

The secretary of the senate is elected by the senate as a statutory officer at the beginning of the 4-year senate term. The secretary's most visible role is the work on the podium during session—reading in bills, recording votes, serving as a parliamentary adviser, and, occasionally, presiding in the absence of designated presiding officers. The secretary also has many statutory record-keeping responsibilities such as the “care and preservation” of bills and senate records, including the recording and validating of official senate actions; the enrolling of bills; the preparation of the journal of each day's proceedings; and the dissemination of bills, resolutions, and amendments to senators. The secretary also serves as the senate's chief administrative officer, responsible for a broad range of administrative functions, from the administration of the senate budget to supervisory authority for the care and control of the senate's physical plant. The secretary of the senate's office is located in Room S-4, State Capitol, Lansing, MI 48933. Phone: (517) 373-2400. Willis (Bill) Snow, Secretary of the Senate.

Senate Fiscal Agency

Gary Olson, Director

The Senate Fiscal Agency provides nonpartisan analytical services to the senate. The staff provides technical, analytical, and preparatory support for all appropriations and retirement bills. The agency also prepares an objective written analysis of all bills and administrative rules under consideration by the senate.

Fiscal analysts of the Senate Fiscal Agency review and evaluate state programs, proposed policies, proposed rules, budgetary requests, and the fiscal impact of all bills before the senate. The agency also provides economic and revenue analysis and forecasting, analyzes the impact of federal budget decisions on the state, monitors the state's long-term and short-term debt, and monitors the state's compliance with constitutional and statutory fiscal requirements.

Legislative analysts of the Senate Fiscal Agency are responsible for providing objective bill analysis for members. Analysts prepare summaries of bills in committee to provide a straightforward explanation of the changes a bill would make to present law. Once a bill is reported out of committee, a full analysis is prepared describing the changes a bill would make in present law, the reason for the bill's introduction, supporting and opposing arguments, and fiscal implications. Analyses are updated as bills are amended throughout the course of the legislative process. The Senate Fiscal Agency is located in the Victor Center, 8th Floor, 201 N. Washington Square, Lansing, MI 48933. Phone: (517) 373-2768. Gary Olson, Director.



David H. Evans
Clerk of the House



Melvin DeStigter
Assistant Clerk of the House

Clerk of the House of Representatives

The clerk of the house of representatives is the administrative officer and the parliamentarian for this chamber of the Michigan Legislature.

The clerk of the house, who is elected to this position by the members of the house of representatives, has an active role during legislative sessions. It is the clerk who calls the roll, announces the proceedings of the house of representatives, records votes, serves as parliamentarian, and presides in the absence of a designated presiding officer. Assisting the clerk at the podium during session are the various clerks responsible for bill amendments, bill and resolution introduction, the journal, and other record-keeping responsibilities.

The clerk of the house, whose duties are stipulated in statute, rule, joint rule, and at the direction of the membership, performs a wide range of administrative and technical services which facilitate the day-to-day operations of the house of representatives. These responsibilities include preparation of various legislative documents, including the house journal and the daily calendar, which specifies the order of pending business; the printing or reproduction of bills, acts, or other documents; and the responsibility of the care and preservation of each bill introduced in the house or received from the senate. The clerk is responsible for supervising a clerical staff, including committee clerks, public information, and messenger services for the house. The clerk's office is located in the State Capitol. Phone: (517) 373-0135. David H. Evans, Clerk of the House of Representatives.

House Legislative Analysis Section

The House Legislative Analysis Section, which is organized through the authority of the speaker of the house, provides the entire membership of the house of representatives with concise, nonpartisan information on bills pending before the house. Like the Senate Fiscal Agency analysis section, the House Legislative Analysis Section provides summaries and analyses of bills. Analyses explain the problem which prompted the introduction of the bill, how the bill addresses this problem, the estimated cost to the state, arguments for and against the bill, and a listing of groups' and agencies' positions of support or opposition to the bill. Information for the analysis is gathered from the bill's sponsor, committee testimony, state and local officials, and representatives of groups and organizations interested in, or affected by, the bill.

The House Legislative Analysis Section is also responsible for indexing bills for the daily status, a loose-leaf volume which documents changes in the status of all bills, joint resolutions, plain resolutions, and concurrent resolutions in the legislature; the status is compiled through the Office of the Clerk of the House of Representatives. The House Legislative Analysis Section is located on the 10th Floor, Olds Plaza Building, Lansing, MI 48909. Phone: (517) 373-6466. Deborah Martens, Director.

House Fiscal Agency

John Morberg, Director

The House Fiscal Agency operates under a governing board and acts as the staff of the House Appropriations Committee, analyzing the budget as recommended by the governor along with alternate proposals submitted by the departments and by members of the Michigan Legislature. The agency's fiscal analysts are assigned particular areas of state governmental activity, working on the particular area's appropriation bills.

In addition to working on the budget through the appropriations process, fiscal analysts study all bills introduced in the legislature with respect to impact on state revenues and/or expenditures. Although the staff of the House Fiscal Agency is geared to serving and providing information for the House Appropriations Committee, both the House Fiscal Agency and the Senate Fiscal Agency will provide information or assistance to any member of the legislature upon request. The House Fiscal Agency is located on the 14th Floor, Manufacturers Bank Building, Lansing, MI 48933. Phone: (517) 373-8080. John Morberg, Director.

Legislative Service Bureau

Elliott Smith, Director

The Legislative Service Bureau was formally created in 1941 based on the concept of a nonpartisan legislative information and service agency. With the adoption of the Michigan Constitution of 1963, a bipartisan Legislative Council was established, and with the subsequent passage of Act 412 of 1965, being §§ 4.311 to 4.327 of the Michigan Compiled Laws, the council became the governing body for the Legislative Service Bureau. The council is charged with maintaining bill drafting, research, and other services in the bureau for utilization by all members of the Michigan Legislature. The Legislative Service Bureau is located in the Michigan National Tower, 124 W. Allegan, Lansing, MI 48909. Phone: (517) 373-0170. Elliott Smith, Director.

Legislative Corrections Ombudsman

Clayton D. Burch, Ombudsman

Act 46 of 1975, being §§ 4.351 to 4.364 of the Michigan Compiled Laws, provides for the creation of a corrections ombudsman within the structure of the legislative branch.

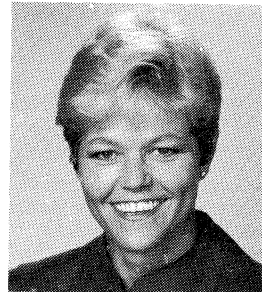
The ombudsman, who is appointed by the Legislative Council, is authorized to investigate, upon receipt of a complaint or upon the ombudsman's own initiative, an administrative action by the Department of Corrections which is alleged to be contrary to law, contrary to departmental policy, unaccompanied by an adequate statement of reason, or based on irrelevant, immaterial, or erroneous grounds.

The Legislative Council is responsible for approving the budget and expenditures of the office, the employment of personnel, and approving complaint and investigation procedures.

The Office of the Legislative Corrections Ombudsman is located on the 4th Floor of the Capitol Hall Building, 115 W. Allegan, Lansing, MI 48909. Phone: (517) 373-8573. Clayton D. Burch, Ombudsman.



John "Jack" Porn
Chief Sergeant-at-Arms
House



Kit Askin
Chief Sergeant-at-Arms
Senate

House/Senate Sergeants-at-Arms

The senate sergeant-at-arms is the chief security officer of the senate. Under the direction of the senate majority leader, the secretary of the senate supervises and directs the work of the sergeant-at-arms, assistant sergeants-at-arms, and pages.

The sergeant-at-arms attends the senate during its sessions and maintains order under the direction of the presiding officer. The Sergeant-at-Arms executes the commands of the presiding officer and of the senate, and all processes issued by their authority.

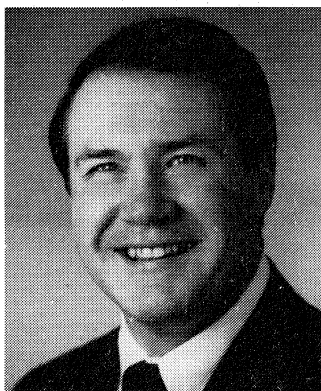
The sergeant-at-arms has general charge of, and maintains order in the gallery, chamber, and committee rooms of the senate. The sergeant-at-arms ensures that all staff and visitors are seated.

The house sergeant-at-arms is the chief police officer of the house of representatives. The sergeant-at-arms has charge, under the direction of the speaker of the house, of the assistant sergeants-at-arms, janitors, pages, and control of all police regulations. The sergeant-at-arms has authority to serve subpoenas and warrants issued by the house or any duly authorized officer or committee, or cause the same to be done by one of the assistant sergeants-at-arms, or a duly authorized agent. The sergeant-at-arms ensures that all visitors are seated and at no time are standing on the floor or balconies of the house.

Office of the Auditor General

The audit function in Michigan is vested in the legislative branch of government, and the auditor general is appointed to serve an eight-year term by a majority vote of the members of the house and senate.

The auditor general is the principal executive responsible for Office of the Auditor General policies and practices, day-to-day audit operations, and liaison with the legislature. The Office of the Auditor General conducts post-financial and performance audits of state government operations. These include financial audits of the State of Michigan Comprehensive Annual Financial Report, federal funds subject to the Federal Single Audit Act of 1984, and individual departments and agencies. Additionally, performance audits are conducted of selected state programs and operations, and individual projects and reports are completed in response to legislative requests.



Thomas H. McTavish
Auditor General

Thomas H. McTavish, C.P.A., was appointed auditor general of the State of Michigan in November 1989.

Prior to his appointment as auditor general of Michigan, Mr. McTavish was deputy auditor general for audit quality and operations in the Pennsylvania auditor general's office. His primary responsibility as deputy was to direct and coordinate the activities of the audit staff in fulfilling the office's overall audit efforts. Prior to employment in the Pennsylvania auditor general's office, he was an audit manager with a C.P.A. firm in Philadelphia, Pennsylvania.

Mr. McTavish is active in professional organizations and is a member of the American Institute of Certified Public Accountants, where he serves on the Members in Government Committee; the Performance Auditing Task Force; the Michigan Association of Certified Public Accountants; the Pennsylvania Institute of Certified Public Accountants; the National State Auditors Association, where he is chairman of the Auditing Standards and Reporting Committee, and serves on the Peer Review Committee; the National Association of State Auditors, Comptrollers and Treasurers; the Association of Governmental Accountants; the Mid-Western Intergovernmental Audit Forum; and the Government Finance Officers Association, where he serves as a Special Reviewer for the GFOA.

Mr. McTavish also is an active naval reservist with the rank of captain. He is the commanding officer of the Naval Audit Service Headquarters Naval Reserve Unit, which is located in Arlington, Virginia.

Mr. McTavish is a graduate of Pennsylvania State University and also has been an associate lecturer teaching business courses on a part-time basis for 16 years at two community colleges and Pennsylvania State University.

LEGISLATIVE BRANCH

LIBRARY OF MICHIGAN BOARD OF TRUSTEES*Appointed by Legislative Council*

SEN. VERNON J. EHLERS
 SEN. JACK FAXON
 REP. JAMES A. KOSTEVA
 REP. GLENN OXENDER

*Appointed by Governor**Term expires*

MARIANNE GESSNER	DEC. 1990
JEANNE F. THOMAS.....	DEC. 1990
GLORIA COLES (Chair).....	DEC. 1991
HICKS GRIFFITHS.....	DEC. 1991
LINDA MCFADDEN.....	DEC. 1991
SUSAN BECK	DEC. 1992
BEVERLY PAPAI (Vice Chair).....	DEC. 1992
FRANCES H. PLETZ.....	DEC. 1992
HIRAM L. DAVIS.....	DEC. 1993

Designated under Act 540 of 1982

CHIEF JUSTICE MICHAEL F. CAVANAGH, represented by WILLIAM HAGGERTY
 JAMES W. FRY, State Librarian
 ELLIOTT SMITH, Director, Legislative Service Bureau

The Library of Michigan, formerly known as the State Library, became part of the legislative branch in 1983. It is governed for policy purposes by the Legislative Council. The library is primarily charged with providing reference services to the legislative branch of state government, but also provides services to the executive and judicial branches of state government as well as to the general public. Its main location is at 717 W. Allegan in Lansing (373-5400). The Law Library (373-0630) is located on the first floor of the Law Building, west of the Capitol, and also operates an Upper Peninsula branch at Escanaba. The state librarian, who is appointed by the Legislative Council, in consultation with the 15-member Board of Trustees of the Library of Michigan, is the chief administrator of the Library of Michigan. James W. Fry, State Librarian.

MICHIGAN COMMISSION ON UNIFORM STATE LAWS*Appointed by Senate Majority Leader*

SEN. DAVID HONIGMAN, Lansing
 SEN. JOHN F. KELLY, Lansing

Appointed by Speaker of the House

REP. PERRY BULLARD, Lansing
 REP. MICHAEL E. NYE, Lansing

Appointed by Legislative Council

TOM DOWNS, Lansing
 MICHAEL FRANCK, Lansing
 CHARLES W. JOINER, Ann Arbor (Chair)

Designated under Act 268 of 1986

GARY B. GULLIVER, Director of Legal Research, Legislative Service Bureau

Two members appointed by the senate majority leader, 2 members appointed by the speaker of the house, the director of the Legislative Service Bureau or the director's designee, and 3 members

appointed by the Legislative Council serve as Michigan's delegation to the National Conference of Commissioners on Uniform State Laws pursuant to Act 268 of 1986.

Michigan's delegation meets and confers with commissioners from other states to bring about uniformity of state law in instances where wide variations in state law could tend to complicate the resolution of interstate problems. In addition to "uniform acts" such as the Uniform Commercial Code, which every state is urged to adopt, the National Conference of Commissioners on Uniform State Laws also drafts "model acts" to guide legislatures dealing with issues that need not be treated uniformly by all states. Some models, such as the Model State Administrative Procedures Act, have been adopted for use by most states. The commission's address is Legislative Service Bureau, Michigan National Tower, Lansing, MI 48909-7536. Phone: (517) 373-0170. Gary B. Gulliver, Legislative Liaison.

MICHIGAN COMMISSION ON INTERGOVERNMENTAL RELATIONS

Appointed by Senate Majority Leader

KEN BOUMA, Grandville
MARGARET BYINGTON, Grand Rapids
JAMES DeSANA, Wyandotte (Vice Chair)
ARTHUR ELLIS, Mt. Pleasant
BARBARA GATTORN, Grosse Pointe
LEE WILSON, Traverse City

Appointed by Speaker of the House

CHARLES BUSSE, Warren
FRANK GERSTENECKER, Troy
REP. DAVID HOLLISTER, Lansing
REP. MORRIS W. HOOD, JR., Lansing
JANE MARTINI, Essexville
WESLEY PRATER, Ypsilanti
TERRY SANGSTER, Saginaw

Appointed by Governor

JOHN M. AMBERGER, Detroit
JAMES N. CALLAHAN, Lansing
MARGARET L. DICKINSON, Lathrup Village (Chair)
GEORGE D. GOODMAN, Ann Arbor
JOHN (JACK) M. LaROSE, Lansing

Appointed by Chief Justice of Supreme Court

JUDGE ROMAN S. GRIBBS, Detroit
MARILYN K. HALL, Lansing

The Commission on Intergovernmental Relations was created by Act 100 of 1988. The commission consists of 21 members, including 7 appointed by the senate majority leader, 7 appointed by the speaker of the house of representatives, 5 appointed by the governor, and 2 appointed by the chief justice of the Michigan Supreme Court. The speaker of the house and the senate majority leader each appoint 1 elected township board member; 1 elected mayor or city or village council member; 1 elected county executive, board of commissioners member, or elected county officer; and 4 members of the public, which includes legislators with appropriate knowledge and expertise. The members appointed by the governor and by the chief justice of the Michigan Supreme Court must also have the knowledge and expertise necessary to serve on the Commission on Intergovernmental Relations.

The commission is charged with studying the relationship between state government and local units of government and improving cooperation and coordination among state government and local units of government, other states, and the federal government. The office of the commission is located at 502 Hollister Building, 106 W. Allegan, Lansing, MI 48933. Phone: (517) 373-5991. Charles "Bud" Drago, Executive Director.

LEGISLATIVE BRANCH

MICHIGAN LAW REVISION COMMISSION*Appointed by Senate Majority Leader*

SEN. DAVID HONIGMAN, Lansing
SEN. VIRGIL CLARK SMITH, Lansing

Appointed by Speaker of the House

REP. PERRY BULLARD, Lansing
REP. MICHAEL E. NYE, Lansing

Appointed by Legislative Council

ANTHONY DEREZINSKI, Lansing (Vice Chair)
DAVID LEBENBOM, Southfield
RICHARD D. MCLELLAN, Lansing (Chair)
(VACANCY)

ex officio

ELLIOTT SMITH, Director, Legislative Service Bureau (Secretary)

JEROLD H. ISRAEL, Ann Arbor (Executive Secretary)

The legislation enacted in 1965 originally establishing the Legislative Council, Act 412 of 1965, also authorized the creation of a law revision commission to "examine the common law and statutes of the state and current judicial decisions for the purpose of discovering defects and anachronisms in the law and recommending needed reforms." The Michigan Law Revision Commission consists of two members appointed by the senate majority leader, 2 members appointed by the speaker of the house, the director of the Legislative Service Bureau, and 4 additional members who shall not be members of the legislature and who are appointed by the Legislative Council, in accordance with Act 268 of 1968.

The commission examines common law, statutes, and judicial rulings for defects and anachronisms and needed reforms; receives and considers suggestions for changes in the law from judges, legislators, and the public; and recommends changes to bring the law into harmony with modern conditions. The commission makes an annual report to the Legislative Council. The commission's address is 341 Hutchins Hall, University of Michigan Law School, Ann Arbor, MI 48109-1215. Phone: (313) 764-9353. Prof. Jerold H. Israel, Executive Secretary.

MICHIGAN CONSUMERS COUNCIL*Appointed by Legislative Council*

Term expires

ALFREDA CARLTON, DetroitJan. 1, 1993
RUDOLF NAGEL, JR., SaginawJan. 1, 1993
G. LEONARD WIGGINS, Ann ArborJan. 1, 1993

Appointed by Governor

PATRICK ANDERSON, Farmington HillsJan. 1, 1991
EDWIN BLADEN, Lansing (Chair)Jan. 1, 1991
JACK CHASE, DetroitJan. 1, 1991

Designated under Act 277 of 1966

RICHARD H. AUSTIN, Secretary of State, represented by JAMES HUNSUCKER
ARTHUR ELLIS, Director, Department of Commerce
FRANK J. KELLEY, Attorney General, represented by FREDERICK HOFFECKER

Pursuant to the provisions of Act 277 of 1966, being §§ 445.821 to 445.829 of the Michigan Compiled Laws, the Michigan Consumers Council was established to "formulate and direct a program

for the protection of individual consumers from harmful products and merchandise, false advertising, and deceptive sales practices.”

The council is composed of 3 nonlegislators appointed by the Legislative Council, 3 members appointed by the governor, as well as the secretary of state, the attorney general, and the director of the Department of Commerce.

The council is authorized to formulate and direct a consumer protection program, provide consumer education and research, serve as a coordinating agency and clearinghouse for consumer information, advise the governor on consumer affairs and recommend legislation, and refer consumers to appropriate enforcement agencies.

The council is under the general control of the Legislative Council for purposes of budgeting, procurement, and related management functions.

The Michigan Consumers Council is located in Room 414 of the Hollister Building, Lansing, MI 48933. Phone: (517) 373-0947. Kent S. Wilcox, Director.

MICHIGAN CAPITOL COMMITTEE

Appointed by Senate Majority Leader

SEN. DAN L. DEGROW, Lansing

SEN. VERNON J. EHLERS, Lansing

SEN. JOHN J. H. SCHWARZ, Lansing (Chair)

SEN. DEBBIE STABENOW, Lansing

Appointed by Speaker of the House

REP. PAT GAGLIARDI, Lansing

REP. JAMES E. O'NEILL, JR., Lansing

REP. GARY L. RANDALL, Lansing

REP. RICHARD A. YOUNG, Lansing (Vice Chair)

Appointed by Governor

JEFF MCALVEY, Lansing

LUCILLE TAYLOR, Lansing

COLLEEN PERO, Lansing

(VACANCY)

Established by Act 123 of 1987, this bipartisan, bicameral legislative executive committee is composed of equal membership from the senate, house of representatives, and the executive office. Four members are appointed by the senate majority leader, four by the speaker of the house of representatives, and four by the governor. Members serve two-year terms and may be reappointed.

The Michigan Capitol Committee was created to advise and make recommendations to the governor, senate majority leader, and speaker regarding the restoration and preservation of the State Capitol, and the management, operation, development, construction, renovation, maintenance, and repair of the building and its grounds. Committee recommendations take effect fifteen days after their submission to the governor, senate majority leader, and speaker of the house, unless rejected in writing by one of the them. The committee offices are located on the 4th Floor, Michigan National Tower, 124 W. Allegan, Lansing, MI 48909. Phone: (517) 373-0289. Jerome Lawler, Executive Director.